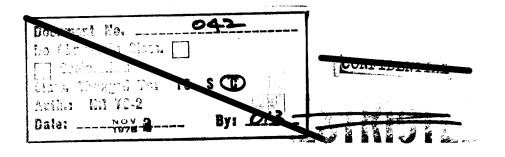
Chief, Personnel Division

27 March 1947

Assistant Chief, Finance Division

Difficulties Occasioning Delay in Issuing Salary Checks

5X1A	to furnish bi-weekly reports covering the activities within the Unit. A number of the items reported upon concern the promptness with respect to which various types of documents are processed.					
	It was no	ted that none of	the Time and Attendance	e reports		
		Division were re	- "	until	EV4	
		h 1947 and that t		was not2	5X IA9A	
			reh 1947. In accordan		25X1A	
EVAA			should be in the hands ay following the close			
5X1A		_	which is used in the	01 0:16 13-08	, 25X1A	
	138 V 138 F 1 F112 - 13 F114 -		#**** *** ## ## *** *** *** *** *** ***		20/(1/(
	in conformance wi	th General Accountelays processing delays the payrol	ting Office Regulation the payroll for the ap 1 for all the offices	plicable offi		
	in conformance wi report not only of or division, but on that particular For the present and ance reports, all roll since person to be included or difficulty in the	th General Accountelays processing delays the payrolar payroll. eriod 23 February for whom the though such employed actions were the payroll. In a processing of sa	the payroll for the ap 1 for all the offices through 8 March, 1947	plicable officer of divisions there were time and Attended on the payon too law is which occasions currently	25X1A 25X1A	
	in conformance wi report not only of or division, but on that particular For the present and ance reports, all roll since person to be included or difficulty in the	th General Accountelays processing delays the payrolar payroll. eriod 23 February for whom the though such employed actions were the payroll. In a processing of sa	the payroll for the ap 1 for all the offices through 8 March, 1947 had received yees could not be place received in the connection with delay lary checks for employ	plicable officer or divisions , there were Time and Attended on the payer too law which occases currently cases:	25X1A 25X1A	
	in conformance wi report not only of or division, but on that particular For the g several employees dance reports, all roll since person to be included on difficulty in the entering on duty,	th General Accountelays processing delays the payrolar payroll. period 23 February for whom the though such employment actions were the payroll. In a processing of sa attention is dir	the payroll for the ap 1 for all the offices through 8 March, 1947 had received yees could not be place received in the connection with delay lary checks for employ ected to the following Date of Personnel A	plicable officer or divisions , there were Time and Attended on the payer too law which occases currently cases:	25X1A 25X1A	
	in conformance wi report not only of or division, but on that particular For the g several employees dance reports, all roll since person to be included on difficulty in the entering on duty,	th General Accountelays processing delays the payrolar payroll. period 23 February for whom the though such employment actions were the payroll. In a processing of sattention is dir EOD 3/5/47 3/5/47	the payroll for the ap 1 for all the offices through 8 March, 1947 had received yees could not be place received in the connection with delay lary checks for employ ested to the following	plicable officer or divisions , there were Time and Attended on the payer too law which occases currently cases:	25X1A 25X1A	
25X1A9	in conformance wi report not only of or division, but on that particular for the green employees dance reports, all roll since person to be included or difficulty in the entering on duty,	th General Accountelays processing delays the payrolar payroll. period 23 February for whom the though such employment actions were the payroll. In a processing of sa attention is dir	the payroll for the ap 1 for all the offices through 8 March, 1947 had received yees could not be place received in the connection with delay lary checks for employ ested to the following Date of Personnel A 3/12/47	plicable officer or divisions , there were Time and Attended on the payer too law which occases currently cases:	25X1A 25X1A	





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25X1A 25X1A	might be effected to avoid any possibility of an undue delay which might prevent the from receiving the actions prior to the deadline date necessary in connection with each payroll. Positive steps have been taken to eliminate any delays in the 25X1A The above matters are being directed to your attention for the purpose of soliciting your assistance in aiding the 25X1A relative to the several problems involved. It is possible that some of the avoidable delays are the result of inadvertence occasioned by the fact that appropriate personnel are not acquainted with the need for information and documents being received by the Payroll Office as of specified dates in order that all employees concerned can be placed on current rolls.					
25X1A9	C.C. Mr. Mr. Mr.					
		Assistant Chief, Finance Division	25X1A9a			
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CONTRACTOR

25X1A9a